



**Indianapolis Airport Authority**  
**IAA Board of Directors Meeting Agenda**  
**August 21, 2020**  
**8:00 AM**  
**Virtual Meeting via Webex**

- I. **Call to Order**
- II. **Approval of Minutes of the IAA Board's Virtual Webex Meeting of July 17, 2020.**
- III. **Ordinances, Resolutions and Public Hearings**
  - a) **Consider for approval, [General Ordinance No. 2-2020](#)** concerning the Indianapolis Airport Authority's budget for 2021, as more particularly described in [BP2020-08-01](#).
  - b) **Consider for approval, [Resolution 13-2020](#),** concerning the Indianapolis Airport Authority approving a collective bargaining agreement between the International Union of Police Associations Local 71 and the Indianapolis Airport Authority, as more particularly described in [BP2020-07-02](#).
  - c) **Public Hearing on [BP2020-08-03](#)** regarding a certain Real Estate Sale Agreement with SBL, LLC, for the sale of approximately 2.48 +/- acres of land all located at 5830, 5832, 5836 & 5840 W. Minnesota Avenue, 5900 Plainfield Avenue and 1600 & 1616 Lindley Avenue in Indianapolis, Indiana, for a total sale amount of \$183,520, as more particularly described in said [BP2020-08-03](#)
  - d) **Consider, for approval, [BP2020-08-03](#)** regarding a certain Real Estate Sale Agreement with SBL, LLC, for the sale of approximately 2.48 +/- acres of land all located at 5830, 5832, 5836 & 5840 W. Minnesota Avenue, 5900 Plainfield Avenue and 1600 & 1616 Lindley Avenue in Indianapolis, Indiana, for a total sale amount of \$183,520 and authorizing IAA Staff to consummate sale transaction.
  - e) **Public Hearing on [BP2020-08-04](#)** regarding a certain Real Estate Sale Agreement with HSA Acquisitions, Inc., for the sale of approximately 91.04 +/- acres of land all located at the southwest corner of Stafford Road and Columbia Road in Plainfield, Indiana, for a total sale amount of \$1,800,000, as more particularly described in said [BP2020-08-04](#).
  - f) **Consider, for approval, [BP2020-08-04](#)** regarding a certain Real Estate Sale Agreement with HSA Acquisitions, Inc., for the sale of approximately 91.04 +/- acres of land all located at the southwest corner of Stafford Road and Columbia Road in Plainfield, Indiana, for a total sale amount of \$1,800,000 and authorizing IAA Staff to consummate sale transaction.

**IV. Board Reports**

- a) Board President's Report

**V. Official Actions**

Consider, for approval, the individual items on the IAA General Agenda, dated August 21, 2020.

**VI. Staff Reports**

a) **Executive Director's Report**

- i. 2020 Federal Aviation Administration Civil Rights Advocate and Partner Award – Indianapolis Airport Authority honored for excellence in serving passengers with disabilities and fulfilling the spirit of the Americans with Disabilities Act
- ii. ACI 2020 Environmental Achievement Award - Indianapolis Airport Authority recognized for its "Comprehensive & Scalable Sustainability Toolkit."
- iii. Maggie Bishop, Manager of Air Service Development - Acceptance to the inaugural class of the James T. Morris Global Leadership Series hosted by The International Center

**VII. Other Reports/Update**

- a) **Board Communications** *Next Meeting: Friday, September 18, 2020*

**MINUTES**  
**Board of Directors Meeting**  
**Indianapolis Airport Authority**

The Regular Meeting of the Indianapolis Airport Authority (IAA) Board was called to order at 8:10 am, on July 17, 2020, via virtual Webex.

**Present at the commencement of the meeting and comprising a panelist quorum were:**

Barbara Glass, President  
Steve Dillinger, Vice President  
Mamon Powers, Secretary  
Kathy Davis, Board Member  
Toby McClamroch, Member  
Ryan Goodwin, Member  
Jeffrey Gaither, Member  
Tamika Catchings, Member  
Kurt Schleiter, Member  
Matt Whetstone, Member  
Brian Tuohy, IAA Board Counsel

**IAA Executive Staff attending as panelists via Webex:**

Mario Rodriguez, Executive Director  
Keith Berlen, Sr. Director of Operations and Public Safety  
Robert Thomson, Sr. Director of Finance  
Lisa Bierman, IAA Board Liaison  
Marsha Stone, Sr. Director of Commercial Enterprise  
Jarod Klaas, Sr. Director of Planning and Development  
Tenley Drescher-Rhoades, General Counsel  
Holli Harrington, Sr. Director of Supplier Diversity  
Maria Wiley, Sr. Director of Audit, Procurement and Compliance  
Bill Stinson, Sr. Director of Public Affairs  
Reid Goldsmith, Sr. Director of Information Technology  
Rachel Stevens, Sr. Director of Human Resources

**Board President Meeting Introduction:**

President Glass announced that there was a quorum, and that voting would proceed with a first and second motion for each agenda item, and in the event any Board Member would wish to abstain from voting or vote in the negative, a roll call vote would be taken for that agenda item. President Glass asked Ms. Bierman, IAA Board Liaison, to proceed with a roll call vote of all Board Members for approval of the protocol for the Board agenda items. Board Members unanimously passed and approved the voting procedure.

**APPROVAL OF MINUTES**

President Glass asked for a motion to approve the Board Meeting Minutes of June 19, 2020. Ms. Davis made the first motion for approval; Mr. McClamroch seconded the motion. Board

Members unanimously passed and approved the Meeting Minutes for the IAA Board Meeting held on June 19, 2020.

### **ORDINANCES, RESOLUTIONS AND PUBLIC HEARING**

President Glass introduced Mr. Robert Thomson, Sr. Director of Finance, who gave a brief presentation regarding **General Ordinance No. 02-2020**, concerning the Indianapolis Airport Authority's Operating and Capital Budget for 2021, as more particularly described in said **BP2020-07-01**. Mr. Thomson explained that this item is only a presentation and that an official Board vote would occur at the August Board meeting. President Glass asked if there were any questions or discussion. A small discussion took place and Mr. McClamroch made a few remarks concerning his support and approval for the 2021 Budget. Next, President Glass opened the Public Hearing for **General Ordinance No. 01-2020** and asked for any public comments. No questions were submitted via the WebEx Q&A function or by email to the [publiccomment@ind.com](mailto:publiccomment@ind.com) address, and the Public Hearing was closed.

Next, President Glass called upon Ms. Tenley Drescher-Rhoades, who introduced **Resolution 12-2020**, concerning the Indianapolis Airport Authority's approval of a collective bargaining agreement between the Indianapolis Professional Firefighters Union Local 416 and the Indianapolis Airport Authority, as more particularly described in **BP2020-07-02**. Upon a motion by Ms. Catchings, and seconded by Mr. Gaither and unanimously passed, approval was given to **Resolution 12-2020**.

Next, President Glass announced the International Union of Police Associations Local 71 (IUPA Local 71) was not able to schedule a meeting for the purpose of ratifying the collective bargaining agreement with Indianapolis Airport Authority, as more particularly described in in **BP2020-07-03**, and therefore, the Board should table **Resolution 13-2020** until IUPA Local 71 has time to have a meeting to vote. Upon a motion by Mr. Goodwin, and seconded by Mr. Schleter, the motion to table **Resolution 13-2020** was unanimously passed.

### **BOARD REPORTS**

President Glass gave thanks to the IAA and all staff for continuing their hard work for continued diligence during these trying times. President Glass made mention of a statement from Gov. Holcomb's Office regarding the importance of wearing masks to save lives. President Glass acknowledged IAA's support and diligence for wearing masks at the airport and distributing masks at the airport.

## **OFFICIAL ACTIONS**

**INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA DATED July 17, 2020:** President Glass introduced and then verbally described each of the individual items listed on the General Agenda.

**BP2020-07-04** Upon a motion by Mr. Whetstone, and a second by Mr. Powers, a brief discussion ensued, after which the Board unanimously gave approval to **BP2020-07-04**.

**BP2020-07-05** Upon a motion by Mr. Dillinger, seconded by Ms. Davis and unanimously passed, approval was given to **BP2020-07-05**.

**BP2020-07-06** Upon a motion by Mr. McClamroch, seconded by Ms. Catchings and unanimously passed, approval was given to **BP2020-07-06**.

## **STAFF REPORTS**

### **Executive Director's Report**

Mr. Mario Rodriguez, Executive Director, announced that the IAA was awarded and named number one domestic airport by Travel + Leisure for their 2020 World's Best Awards program.

Mr. Rodriguez called upon Mr. Keith Berlen, Sr. Director of Operations and Public Safety and Mr. Al Stovall, Director of Safety and Security to give the IAA operations report for the airport. Mr. Berlen presented updates on the IND Cares initiative and the mandate in Marion County to wear masks in public areas effective July 9<sup>th</sup>. Mr. Berlen recognized Chief of Police, Ed Gorski and the Police Department for taking the lead in providing masks and information to customers and travelers who are not aware of the mandate and do not have a mask. A short slide presentation reported on signage that has been posted throughout the terminal as well as other operational steps being taken for the health and safety of everyone in the terminal and a healthier travel experience for IND passengers. Mr. Stovall added that the IAA began to add onsite COVID testing in early March and approximately 270 employees have taken advantage of the testing and we will continue to offer testing.

### **Other Reports/Updates**

Ms. Drescher – Rhoades gave thanks and appreciation to Mr. Hank Harris with the Indianapolis Professional Firefighters Union Local 416 and their entire negotiating team for their professionalism and work on the collective bargaining negotiations.

President Glass announced that the next Indianapolis Airport Board meeting is scheduled for August 21, 2020.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:02 am.

**INDIANAPOLIS AIRPORT AUTHORITY \***

By: \_\_\_\_\_  
Barbara Glass, President

DATED: \_\_\_\_\_

By: \_\_\_\_\_  
Mamon Powers III, Secretary

\* Signed under the authority of IAA Board Resolution #13-2017

The July 17, 2020 Indianapolis Airport Board of Directors meeting is available to stream from this link:

<https://atteetrial1.webex.com/recordingservice/sites/atteetrial1/recording/play/11abbe101ce545768c54d48549c7fe64>

The password is: xMAE7mQS



## **BOARD MEMO – 2021 BUDGET ORDINANCE**

To: IAA Board of Directors

From: Robert Thomson, Sr. Director of Finance/Treasurer

Date: August 5, 2020

Board Date: August 21, 2020

Subject: 2021 Budget Ordinance

Attached is the 2021 Budget Ordinance No. 02-2020 as approved and recommended by the Finance and Audit Committee. This Budget Ordinance when adopted will set the maximum appropriation (expenditure) levels for 2021.

The budget process requires an introduction (completed June 19, 2020), an initial hearing and presentation (completed July 17, 2020), and the final hearing and adoption of the Budget by August 31, 2020. The Board will be asked to consider for approval the 2021 Budget Ordinance during the August 21, 2020 meeting.

The City-County Council of Marion County and Indianapolis (Council) requires the Board to accept the 2021 Budget Ordinance by August 31, 2020. The 2021 budget will be introduced to the Council on September 14, 2020. The budget hearing and presentation to the Municipal Corporations Committee of the Council (Committee) will be on September 24, 2020 and will be reviewed by the Committee on September 30, 2020. The Council will consider the budget for approval on October 12, 2020.



## Board Memo – Approval of Collective Bargaining Agreement – Police

To: IAA Board of Directors

From: Tenley Drescher-Rhoades, General Counsel

Date: August 14, 2020

Board Date: August 21, 2020

Subject: Resolution 13-2020 regarding an Agreement between Indianapolis Airport Authority and I.U.P.A. Local 71, Inc. of the International Union of Police Associations (IUPA)

### Scope

On May 17, 2019, the Board of the Indianapolis Airport Authority (“IAA”) adopted General Ordinance No. 2-2019, establishing a system to permit representation of public safety employees by employee organizations (unions) for purposes of limited collective bargaining. As prescribed by the Ordinance, after IUPA submitted to the Executive Director all required documents, including a sufficient number of authorization cards signed by sworn full-time employees of the Airport Police Department (“APD”), on October 18, 2019 the Board passed Resolution No. 12-2019, authorizing the Executive Director to conduct an election to determine whether a majority of APD employees were in support of representation by IUPA. An election was held on October 23 and 24, 2019 and IUPA received a majority of the votes. The Executive Director then officially recognized the union as representative of sworn APD employees.

Over the course of several months earlier this year, the IAA negotiation team, consisting of leadership from Finance, Human Resources, Operations, Public Safety, and Legal, met several times with the IUPA negotiating team to discuss terms to be included in a collective bargaining agreement. Early in the negotiations, the IAA team made clear that no provisions having a fiscal impact on IAA would be acceptable to IAA, as a result of the impact of the COVID-19 pandemic on the air travel industry.

After IAA and IUPA came to agreement on terms, that do not include a fiscal impact to IAA other than the creation of a limited bank of paid hours to be used by union leadership to perform union business such as negotiation of subsequent collective bargaining agreements, a proposed Agreement was drafted, and subsequently ratified by the APD members of the union on July 31, 2020. The Agreement now requires approval by the Board, which is being requested through the Board’s consideration of Resolution No. 13-2020 A summary of the terms of the Agreement are attached to this memo for the Board’s review.

### Schedule



Effective date of the Agreement will be date of the Board's approval, and the Agreement will expire December 31, 2021.

**Recommendation**

Staff recommends approval and adoption of the attached Resolution No. 13-2020.

Summary of Agreement  
with  
International Union of Police Associations (I.U.P.A. Local 71)

Article I	<ul style="list-style-type: none"> <li>• Recognition of Union as exclusive representative of bargaining unit.</li> </ul>
Article II	<ul style="list-style-type: none"> <li>• Preserves management rights to direct public safety employees, to hire, promote, discipline, fire, etc., to select benefit plans and take whatever actions necessary to carry out Authority's mission.</li> </ul>
Article III	<ul style="list-style-type: none"> <li>• Union bulletin board in breakroom.</li> <li>• No investigation or handling of grievances on worktime without permission of shift commander.</li> <li>• Up to 200 hours per fiscal year for union business, and no more than 3 persons at one time – reasonable notice to supervisor required.</li> <li>• Payroll deduction of Union dues allowed – employee may revoke deductions with 30 days' notice.</li> <li>• With permission from Public Safety Director, meeting space for Union meetings provided at AOC.</li> </ul>
Article IV	<ul style="list-style-type: none"> <li>• Both parties agree to deal only with the other party's authorized representative.</li> </ul>
Article V	<ul style="list-style-type: none"> <li>• Union will not support strikes, slow-downs, picketing, work stoppages.</li> </ul>
Article VI	<ul style="list-style-type: none"> <li>• Uniforms &amp; equipment provided at no cost per General Orders. If Chief desires changes to General Orders, Union may have input, unless it is an emergency.</li> <li>• 2 pairs of pants once a year and 1 long sleeve shirt and 1 short sleeve shirt once every two years.</li> </ul>
Article VII	<ul style="list-style-type: none"> <li>• Labor Management Committee to study alternative scheduling models (10-hour or 12-hour shifts).</li> <li>• Any change is at sole discretion of Chief.</li> </ul>
Article VIII	<ul style="list-style-type: none"> <li>• Labor Management Committee established. 5 members (2 Union members, Chief, Public Safety Director, and 1 non-bargaining unit member chosen by Chief/Public Safety Director).</li> </ul>

	<ul style="list-style-type: none"> <li>• For discussion of Authority-Union related issues, provide input and make recommendations – Authority retains right to make decisions.</li> </ul>
Article IX	<p>Grievance and Mediation.</p> <ul style="list-style-type: none"> <li>• Sets forth grievance procedure, right to representation from Union (at Union’s discretion). <ul style="list-style-type: none"> <li>○ First level is Chief, and if no resolution, second level is HR.</li> <li>○ If no resolution, mediation before U.S Federal Mediation and Conciliation Service or, if unavailable, private mediator with costs shared by parties.</li> </ul> </li> </ul>
Article X	<ul style="list-style-type: none"> <li>• Non-Discrimination (against Union or Union members)</li> </ul>
Article XI	<ul style="list-style-type: none"> <li>• Employee’s right to inspect and copy personnel record.</li> <li>• Right to file written response to counseling or reprimand in personnel file.</li> <li>• Nothing placed in personnel file without employee notice.</li> </ul>
Article XII	<ul style="list-style-type: none"> <li>• After 10 years of service, upon voluntary separation in good standing, employee eligible for a retiree identification card and badge.</li> </ul>
Article XIII	<p>Progressive discipline</p> <ul style="list-style-type: none"> <li>• Authority reserves right to skip steps.</li> <li>• Upon 5-year period free of discipline, documented coaching, counseling and reprimands prior to that 5-year period not to be considered by Chief when imposing discipline, but may be considered for purpose of promotions, specialty positions and awards.</li> </ul>
Article XIV	<ul style="list-style-type: none"> <li>• Entire Agreement – (boiler plate contract language) – No further collective bargaining needed for duration of this Agreement.</li> </ul>
Article XV	<ul style="list-style-type: none"> <li>• Prevailing Rights – Union allowed input before changes to policies.</li> </ul>
Article XVI	<ul style="list-style-type: none"> <li>• Savings Clause – if any provision is found to be invalid, other provisions remain intact. If found invalid by a court, parties agree to negotiate valid replacement language</li> </ul>
Article XVII	<ul style="list-style-type: none"> <li>• Agreement in effect until December 31, 2021.</li> </ul>



## **BOARD MEMO – REAL ESTATE SALE AGREEMENT**

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: July 27, 2020

Board Date: August 21, 2020

Subject: IAA Land Use Initiative – Real Estate Sale Agreement with SBL, LLC.

### **Background**

As a direct attribute of the IAA Land Use Initiative, IAA Staff have been working on a transaction for the sale of certain IAA land located at 5830, 5832, 5836 & 5840 W. Minnesota Avenue, 5900 Plainfield Avenue and 1600 & 1616 Lindley Avenue in Indianapolis, Indiana. The land to be sold totals 2.48 +/- acres and is shown on the attached aerial.

Governed by law of the State of Indiana and FAA Regulations on such land transactions, the IAA procured two separate appraisals for the acreage to be sold to SBL, LLC. These appraisals are then averaged, and that dollar amount becomes the minimum amount the IAA may sell land in any transaction. The sale price for this transaction meets and exceeds the average of the two appraisal amounts and represents a Fair Market Value (FMV) transaction as guided by the FAA and State of Indiana.

### **Land Sale Restrictions**

The conveying of the land to SBL, LLC will also include, but not limited to, the following perpetual land use restrictions (including noise disclosures and waivers, and aviation easement), which will run with the land at all times:

- Indianapolis Airport Authority will retain a perpetual easement and right-of-way (“Airspace Easement”) for the free and unobstructed passage of aircraft in, through and across the airspace which lies above the surface of the property. Purchaser will not construct any structure or other obstructions which exceeds the height restrictions designated or established by federal or state laws, rules or regulations, or ordinances, including, but not limited to, 14 CFR Part 77 and the Marion County Airspace Ordinance.
- Purchaser agrees to file a notice consistent with requirements of 14 CFR FAR Part 77 (FAA Form 7460-1) prior to constructing any facility, structure, or other item on the herein described real property.

## Memo Re: Real Estate Sale Agreement with SBL, LLC.

- Purchaser agrees it will not use, nor permit, the property to be used in such a manner as to create a potential for attracting birds and other wildlife which may pose a hazard to aircraft.
- Purchaser agrees the property will not be used for paid public parking for any types of vehicles, or as a taxi staging area or other “for hire” transportation of the traveling public.
- Purchaser agrees the property will not be used for any type of utility operation, asphalt plant, or other business or facility that emits, to any extent, smoke, fumes, vapors, or other gases that constitute a hazard to aircraft as determined by the Federal Aviation Administration.

### **FAA Land Release Approval**

As this land does not fall within the “aeronautical uses” of the Airport Layout Plan (ALP), Staff is not required to submit information to the FAA to receive a land release.

### **Scope**

To execute a Real Estate Sale Agreement with SBL, LLC for the sale of 2.48 +/- acres of land all located at 5830, 5832, 5836 & 5840 W. Minnesota Avenue, 5900 Plainfield Avenue and 1600 & 1616 Lindley Avenue in Indianapolis, Indiana.

### **Schedule**

August 21, 2020	Upon approval, IAA Board execution of the Real Estate Sale Agreement with SBL, LLC
August 26, 2020	Within five (5) days of the execution of the Sale Agreement the Buyer is to deliver earnest money in the amount of \$20K as designated within the Sale Agreement.
November 20, 2020	Estimated Closing date. Buyer has ninety (90) days from the execution of the Sale Agreement as an Inspection Period. Closing of the land sale is to occur within thirty (30) days after Inspection Period.

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

\$183,520 or \$74,000 per acre.

#### **Operating Costs:**

Operating costs for this transaction will not exceed \$12,500 and are generally made up of costs associated with appraisals, survey, and environmental fees, recording fees, title work and closing costs.

### **Supplier Diversity Participation**

Estimated WBE spend is \$2,500 or 20% (First American Title) of the total estimated dollar amount noted above.

**Recommendation**

**Public Hearing** on **BP2020-08-03** regarding a certain Real Estate Sale Agreement with SBL, LLC, for the sale of approximately 2.48 +/- acres of land all located at 5830, 5832, 5836 & 5840 W. Minnesota Avenue, 5900 Plainfield Avenue and 1600 & 1616 Lindley Avenue in Indianapolis, Indiana, for a total sale amount of \$183,520, as more particularly described in said **BP2020-08-03**.

**Consider, for approval**, **BP2020-08-03** regarding a certain Real Estate Sale Agreement with SBL, LLC, for the sale of approximately 2.48 +/- acres of land all located at 5830, 5832, 5836 & 5840 W. Minnesota Avenue, 5900 Plainfield Avenue and 1600 & 1616 Lindley Avenue in Indianapolis, Indiana, for a total sale amount of \$183,520 and authorizing IAA Staff to complete sale transaction.



## **BOARD MEMO – REAL ESTATE SALE AGREEMENT**

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: July 27, 2020

Board Date: August 21, 2020

Subject: IAA Land Use Initiative – Real Estate Sale Agreement with HSA Acquisitions, Inc.

### **Background**

As a direct attribute of the IAA Land Use Initiative, IAA Staff have been diligently pursuing the sale of certain IAA land located at the Southwest Corner of Stafford and Columbia Road in Plainfield, Indiana herein referred to as “Newby Lane”. The land to be sold totals 91.04 +/- acres (30 acres of developable land and 61 acres of restricted conservation land) as shown on the attached aerial. It should be noted the developable land is substantially land locked therein requiring the buyer to install additional roadway/access infrastructure to effectively market the developable land.

Governed by law of the State of Indiana and FAA Regulations on such land transactions, the IAA procured two separate appraisals for the acreage to be sold to HSA Acquisitions, Inc. These appraisals are then averaged and that dollar amount becomes the minimum amount the IAA may sell land in any transaction. The sale price for this transaction meets and exceeds the average of the two appraisal amounts and represents a Fair Market Value (FMV) transaction as guided by the FAA and State of Indiana.

### **Land Sale Restrictions**

The conveying of the land to HSA Acquisitions, Inc. will also include, but not limited to, the following perpetual land use restrictions/covenants (including noise disclosures and waivers, and avigation easement), which will run with the land at all times:

- Indianapolis Airport Authority will retain a perpetual easement and right-of-way (“Airspace Easement”) for the free and unobstructed passage of aircraft in, through and across the airspace which lies above the surface of the property Purchaser will not construct any structure or other obstructions which exceeds the height restrictions designated or established by federal or state laws, rules or regulations, or ordinances, including, but not limited to, 14 CFR Part 77 and the Town of Plainfield Airspace Ordinance.
- Purchaser agrees to file a notice consistent with requirements of 14 CFR FAR Part 77 (FAA Form 7460-1) prior to constructing any facility, structure, or other item on the herein described real property.

## Memo Re: Real Estate Sale Agreement with HSA Acquisitions, Inc.

- Purchaser agrees it will not use, nor permit, the property to be used in such a manner as to create a potential for attracting birds and other wildlife which may pose a hazard to aircraft.
- Purchaser agrees the property will not be used for paid public parking for any types of vehicles, or as a taxi staging area or other “for hire” transportation of the traveling public.
- Purchaser agrees the property will not be used for any type of utility operation, asphalt plant, or other business or facility that emits, to any extent, smoke, fumes, vapors, or other gases that constitute a hazard to aircraft as determined by the Federal Aviation Administration.

### **FAA Land Release Approval**

As this land does not fall within the “aeronautical uses” of the Airport Layout Plan (ALP), Staff is not required to submit information to the FAA to receive a land release.

### **Scope**

To execute a Real Estate Sale Agreement with HSA Acquisitions, Inc. for the sale of 91.04 +/- acres of land located at the southwest corner of Stafford Road and Columbia Road, Plainfield, Indiana.

### **Schedule**

August 21, 2020	Upon approval, IAA Board execution of the Real Estate Sale Agreement with HSA Acquisitions, Inc.
August 26, 2020	Within five (5) days of the execution of the Sale Agreement the Buyer is to deliver earnest money in the form of a letter of credit in the amount of \$100K as designated within the Sale Agreement.
December 20, 2020	Estimated closing date. Buyer has one hundred and twenty (120) days from the execution of the Sale Agreement as an Inspection Period. Closing of the land sale is to occur within thirty (30) days after Inspection Period expiration.

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

\$1,800,000 or \$19,771.53 per acre.

#### **Operating Costs:**

Operating costs for this transaction will not exceed \$12,500 and are generally made up of costs associated with appraisals, survey, and environmental fees, recording fees, title work and closing costs.

### **Supplier Diversity Participation**

Estimated WBE spend is \$2,500 or 20% (First American Title) of the total estimated dollar amount noted above.



Memo Re: Real Estate Sale Agreement with HSA Acquisitions, Inc.

**Recommendation**

**Public Hearing** on **BP2020-08-04** regarding a certain Real Estate Sale Agreement with HSA Acquisitions, Inc., for the sale of approximately 91.04 +/- acres of land all located at the southwest corner of Stafford Road and Columbia Road in Plainfield, Indiana, for a total sale amount of \$1,800,000, as more particularly described in said **BP2020-08-04**.

**Consider, for approval**, **BP2020-08-04** regarding a certain Real Estate Sale Agreement with HSA Acquisitions, Inc., for the sale of approximately 91.04 +/- acres of land all located at the southwest corner of Stafford Road and Columbia Road in Plainfield, Indiana, for a total sale amount of \$1,800,000 and authorizing IAA Staff to complete sale transaction.

**IAA Board Virtual Meeting  
General Agenda  
August 21, 2020**

**General:**

- BP2020-08-05**    **Consider for approval,** the one (1) year option renewal contract with Siemens Logistics, LLC for the operation and maintenance of the Airport's Baggage Handling System from October 1, 2020 through September 30, 2021, in an amount not to exceed cost of \$1,661,717.00.
  
- BP2020-08-06**    **Consider for approval,** ABC Metals, Inc. Foreign Trade Zone Operator Agreement and the issuance of a Grantee Concurrence Letter as approved by the Greater Indianapolis Foreign Trade Zone Board at its July 23, 2020, meeting.
  
- BP2020-08-07**    **Consider for approval,** Geodis Logistics, LLC's Foreign Trade Zone Operator Amendment #1 and the issuance of a Grantee Concurrence Letter as approved by the Greater Indianapolis Foreign Trade Zone Board at its July 23, 2020, meeting.

**Capital:**

- BP2020-08-08**    **Consider for approval,** a Delegation of Authority to the IAA Executive Director to approve and award a construction contract for Runway 7-25 Pavement Repair to the lowest responsive and responsible bidder.
  
- BP2020-08-09**    **Consider for approval,** Change Order No. 3 with Mammoth, Co. for Corporate Hangar Infrastructure Development at Indianapolis Regional Airport in an amount not-to-exceed \$163,556.00. Supplier diversity participation is MBE 3.27% (Mr. Green Jeans) and VBE 60.18% (Mammoth).



**Indianapolis Airport Authority**

## **BOARD MEMO SIEMENS CONTRACT**

To: IAA Board of Directors

From: Keith Berlen, Sr. Director of Operations & Public Safety

Date: August 4, 2020

Board Date: August 21, 2020

Subject: Siemens Logistics LLC Second Renewal to Operations & Maintenance Contract

### **Background**

The Indianapolis Airport Authority (Authority) is under contract with Siemens Logistics LLC for the operation and maintenance of the Airport's Baggage Handling System and the original installer awarded by the Mid-Field team.

The IAA Staff has worked with and continues to partner with the Transportation Security Administration (TSA) on upgrading the current Baggage Handling Explosive Detection Equipment and installing new CTX Security Scanners.

As these services and equipment are quite specialized, it was decided to add one (1) amendment and two (2) additional one (1) year option renewal periods in July 2018; which would allow the Authority and TSA to partner with Siemens during this extensive project. However, the Authority Staff has recently been informed due to limited funding on the CTX Security Scanner Project, it may not occur as initially scheduled.

The IAA is recommending the IAA Board consider for approval the second and final one (1) year renewal option allowed under the terms of the contract. The IAA staff will continue to work with the appropriate business partners; as well as internal team members to ensure success for all stakeholders.

Siemens has maintained a professional relationship with the IAA, TSA, and the airlines, and has met all regulatory requirements that TSA has implemented through Federal Security Directives (FSD).

**Scope**

Siemens Logistics LLC will continue to be responsible for the operation and maintenance of the baggage handling system, as well as coordinating non-scheduled maintenance procedures around the requirements of the Authority and the airline operations.

**Revenue and/or Operating Cost Implications****Revenue:**

Not applicable

**Operating Costs:**

Siemens Logistics LLC will honor the price in the current agreement for the upcoming renewal, at no cost increase. Operating costs from October 1, 2020 through September 30, 2021, will be \$1,661,717.00.

**Supplier Diversity Participation**

Due to the nature of the work, there will be no M/W/VBE participation.

**Recommendation**

The IAA staff recommends the IAA Board consider for approval the one (1) year option renewal with Siemens Logistics LLC from October 1, 2020 through September 30, 2021, in an amount not to exceed \$1,661,717.00.



**BOARD MEMO – ABC METALS, INC.  
FOREIGN TRADE ZONE  
OPERATOR AGREEMENT & GRANTEE CONCURRENCE LETTER**

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: July 31, 2020

Board Date: August 21, 2020

Subject: ABC Metals, Inc. - Foreign Trade Zone Operator Agreement  
& Grantee Concurrence Letter

**Background**

The Indianapolis Airport Authority (IAA) is the Foreign Trade Zone (FTZ) “Grantee” representing Central Indiana communities. In 1981, IAA created a separate company, the Greater Indianapolis Foreign Trade Zone, Inc. (GIFTZ), a not-for-profit 501C (6), to administer the FTZ program.

ABC Metals, Inc. (ABC Metals) is requesting the execution of an FTZ Operator Agreement and the issuance of a Grantee Concurrence Letter. ABC Metals is seeking designation of its 85,000 square foot distribution facility located at 3131 North Franklin Road, Suite E, Indianapolis, IN. The company is also seeking designation of its 30,000 square foot distribution facility located at 500 West Clinton Street, Logansport, IN.

ABC Metals is a metals distributor that sources from copper manufacturing mills in the United States, Europe, South Korea, South America, and Southeast Asia and serves domestic and international customers from its four U.S. facilities.

FTZ designation will enable/enhance warehousing, distribution, and value-add services such as inspections and quality control for product purchased internationally, processed domestically, and exported. The company expects to increase operational efficiency and cash flow due to FTZ duty benefits.

**Scope**

The GIFTZ Board approved the Operator Agreement in its July 23, 2020, meeting and supports the IAA Board’s execution of the FTZ Operator Agreement and issuance of a Grantee Concurrence Letter.

**Schedule**

July 23, 2020: GIFTZ Board approved the FTZ designation request.

August 21, 2020: Upon IAA approval, the execution of Operator Agreement and issuance of a Grantee Concurrence Letter by the IAA Board.  
September 30, 2020: Anticipated FTZ designation approval from the FTZ Board, Washington, D.C.

**Revenue and/or Operating Cost Implications**

**Revenue:**

Anticipated revenue will be \$30,000/annum in fees to the GIFTZ.

**Operating Costs:**

The GIFTZ has no additional costs associated with the application and designation process.

**Supplier Diversity Participation**

Not applicable.

**Recommendation**

IAA Staff recommends the IAA Board consider for approval ABC Metals, Inc. Foreign Trade Zone Operator Agreement and the issuance of a Grantee Concurrence Letter as approved by the Greater Indianapolis Foreign Trade Zone Board at its July 23, 2020, meeting.



**BOARD MEMO – GEODIS LOGISTICS, LLC  
FOREIGN TRADE ZONE  
OPERATOR AMENDMENT #1 & GRANTEE CONCURRENCE LETTER**

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: July 28, 2020

Board Date: August 21, 2020

Subject: Geodis Logistics, LLC - Foreign Trade Zone Operator Amendment #1 & Grantee Concurrence Letter

**Background**

The Indianapolis Airport Authority (IAA) is the Foreign Trade Zone (FTZ) “Grantee” representing Central Indiana communities. In 1981, IAA created a separate company, the Greater Indianapolis Foreign Trade Zone, Inc. (GIFTZ), a not-for-profit 501C (6), to administer the FTZ program.

Geodis Logistics, LLC (Geodis) is requesting the execution of its FTZ Operator Amendment #1 and the issuance of a Grantee Concurrence Letter to add a 450,000 square foot distribution center, located at 2450 Stanley Road, Plainfield, IN into its FTZ program. This additional FTZ site will service the global trade needs of their customer, Acushnet Company, which makes and distributes golf equipment and apparel including Titleist golf balls and clubs as well as apparel and accessories under the brands FootJoy and Pinnacle.

Geodis has been an active FTZ Operator with the Authority since August 17, 2012. As well, but unrelated to this Amendment #1, Geodis also manages a second 400,225 square foot FTZ site in Plainfield Business Park.

With this new designation, Geodis’s total FTZ designated footprint will become 850,225 square feet.

**Scope**

The GIFTZ Board approved Amendment #1 in its July 23, 2020, meeting and supports the IAA Board’s execution of the Operator Amendment #1 and a Grantee Concurrence Letter.

**Schedule**

July 23, 2020: GIFTZ Board approved the FTZ expansion request.

August 21, 2020: Upon IAA approval, the execution of FTZ Operator Amendment #1 and issuance of a Grantee Concurrence Letter by the IAA Board.

September 30, 2020: Anticipated FTZ expansion approval from the FTZ Board, Washington, D.C.

**Revenue and/or Operating Cost Implications**

**Revenue:**

Anticipated revenue will increase from \$36,000/annum to \$48,000/annum in fees to the GIFTZ.

**Operating Costs:**

The GIFTZ has no additional direct costs associated with the application and designation process.

**Supplier Diversity Participation**

Not applicable.

**Recommendation**

IAA Staff recommends the IAA Board consider for approval Geodis Logistics, LLC's Foreign Trade Zone Operator Amendment #1 and the issuance of a Grantee Concurrence Letter as approved by the Greater Indianapolis Foreign Trade Zone Board at its July 23, 2020, meeting.





**Indianapolis Airport Authority**

**BOARD MEMO – DELEGATION OF AUTHORITY**

To: IAA Board of Directors

From: Jarod Klaas, P.E., Senior Director of Planning & Development

Date: August 11, 2020

Board Date: August 21, 2020

Subject: Delegation of Authority to Award Construction Contract for Runway 7-25 Pavement Repair project at Indianapolis Regional Airport (MQJ) (Project No. C-20-068)

**Background**

Indianapolis Regional Airport Runway 7-25 was originally constructed in 1981. It was last rehabilitated in 2005 but has since continued to deteriorate. In 2017, the Runway 7-25 pavement was identified as needing repairs from Taxiway Connector A1 to A4.

On October 2, 2017, the Indianapolis Airport Authority (IAA) Sr. Director of Planning & Development approved a task order with Hanson Professional Services through their 2017 On-Call contract to provide design, bidding and construction administration services for this project. The bids received for this project were higher than anticipated.

On May 14, 2020, the IAA Senior Director of Planning & Development approved a task order with Hanson Professional Services through their 2019 On-Call contract to repackage the bid, and to provide bidding assistance and construction administration services for Runway 7-25 Pavement Repair.

On August 3, 2020 the IAA Executive Director approved plans and specifications, as prepared by Hanson Professional Services, and authorized the public bidding process for Runway 7-25 Pavement Repair at Indianapolis Regional Airport.

In order to implement this project within the 2020 construction season, the IAA staff is requesting the IAA Board of Directors authorize the IAA Executive Director to utilize his Delegation of Authority to approve and execute a construction contract with the lowest responsive and responsible bidder.

**Budget**

This project will be 100% Airport cash funded. We anticipate the construction costs for this repair to be approximately \$200,000.

This project is being undertaken to repair existing infrastructure integral to the continued operation of the airport. As a result of the critical nature of the repairs, this project is exempt under the Authority's hurdle rate policy and has not been subjected to an internal rate of return calculation.

**Schedule**

Contract award is anticipated August 2020 and the substantial completion is expected to occur October 2020. We anticipate this repair to last three to five years at which time a larger rehabilitation effort is planned.

**Supplier Diversity Participation**

Supplier Diversity established the following participation goals:

**10% cumulative participation comprised of MBE, WBE, and/or VBE**

**Recommendation**

The IAA staff recommends the IAA Board of Directors consider for approval a Delegation of Authority to the IAA Executive Director to approve and award a construction contract for Runway 7-25 Pavement Repair to the lowest responsive and responsible bidder.



**Indianapolis Airport Authority**

**BOARD MEMO – CHANGE ORDER**

To: IAA Board of Directors

From: Jarod Klaas, P.E., Senior Director of Planning & Development

Date: August 11, 2020

Board Date: August 21, 2020

Subject: Approve Change Order No. 3 with Mammoth, Inc. for Corporate Hangar Infrastructure Development at Indianapolis Regional Airport (Project No. C-19-095)

**Background**

The Indianapolis Regional Airport continues to attract corporate development. To accommodate this development, the Indianapolis Airport Authority (IAA) intends to extend an existing taxilane and construct a public road to access existing and new hangars.

On January 13, 2020, the IAA Executive Director approved plans and specification, as prepared by Shrewsberry & Associates, LLC and authorized the public bidding process for Corporate Hangar Development Infrastructure at the Indianapolis Regional Airport.

On February 21, 2020, the IAA Board of Directors approved a contract to Mammoth, Inc. with a construction reserve of 10% of the total contract amount for this project.

On July 24, 2020, Change Order No. 1 with Mammoth, Inc. was approved by the Senior Director of Planning & Development to add access to the building site and the building to meet Nation Fire Protection Agency code requirements.

On August 5, 2020, Change Order No. 2 with was approved by the Senior Director of Planning & Development to add water meter pits, hydrants, and a change in connection to the existing water main.

**Change Order Summary**

Contract changes fall under one of three categories: Errors/Omissions, Unforeseen Circumstances, or additional Owner requested scope. Typically, the cost of an error is paid by the designer as the error may require work already completed to be redone. Omissions are items that are corrected before work is performed and for which the designers are typically charged up to 15% of the cost because the item may have to be negotiated with the contractor. Unforeseen circumstances are items that could not reasonably been anticipated by the designer and

therefore are not charged against the designer. This change order addresses owner requested scope changes brought on by adding the lead-in connectors to the hangar aprons to this project.

This change order is associated with the addition of an apron known as lead-ins. These lead-ins will connect to hangars being constructed at this time to the taxilane. This change is being incorporated into the taxilane construction to avoid future taxilane shutdowns.

**Budget**

The Mammoth, Inc. Change Order No. 3 is \$163,556.00. This places the total contract amount \$137,844.00 over the previously approved 10% construction reserve, requiring Board approval. These costs will be accommodated through savings in other projects in the approved Capital Budget.

**Project Costs**

Construction Contract Amount (Mammoth)		1,588,670.00
Previous Change Order (1 & 2)		133,155.00
<b>Current Change Order No. 3 (10.30% of contract)</b>		163,556.00
Design (Including Survey & Geotechnical)	\$	286,120.00
Inspection/Testing		149,024.12
Site Development Evaluation		6,680.00
Advertisement		621.00
<b>Revised Total Anticipated Project Cost</b>	<b>\$</b>	<b>2,327,826.12</b>

**Schedule**

This change order does not change the term of the contract. The contract with Mammoth, Inc. has a substantial completion date of September 11, 2020 to allow for completion of as-builts and project closeout.

**Supplier Diversity Participation**

The Director of Supplier Diversity has approved the following for Change Order No. 3:

Firm	Amount				%			
	DBE	MBE	WBE	VBE	DBE	MBE	WBE	VBE
Mammoth, Inc	\$ -	\$ -	\$ -	\$ 98,432.84	0.00%	0.00%	0.00%	60.18%
Mr. Green Jeans	-	5,348.16	-	-	0.00%	3.27%	0.00%	0.00%
<b>Totals</b>	<b>\$ -</b>	<b>\$ 5,348.16</b>	<b>\$ -</b>	<b>\$ 98,432.84</b>	<b>0.00%</b>	<b>3.27%</b>	<b>0.00%</b>	<b>60.18%</b>

**Recommendation**

The IAA staff recommends the IAA Board of Directors consider for approval Change Order No. 3 with Mammoth, Co. for Corporate Hangar Infrastructure Development at Indianapolis Regional Airport in an amount not-to-exceed \$163,556.00. Supplier diversity participation is MBE 3.27% (Mr. Green Jeans) and VBE 60.18% (Mammoth).